

# APPLICATION FOR BUILDING PLAN REVIEW

(Please Print or Type)

PLAN NO: \_\_\_\_\_ DATE: \_\_\_\_\_ PERMIT NO: \_\_\_\_\_ FEE: \_\_\_\_\_

NAME OF PROJECT:		SUB DIVISION:	
ADDRESS:			LOT NO.:
PROPERTY ZONED:	TOTAL SQ FT:	HEATED SQ FT:	FOOD PREPARATION: YES <input type="checkbox"/> NO <input type="checkbox"/>
EXISTING USE:		PROPOSED USE:	
CONSTRUCTION COST:	INCLUDES SUB: YES <input type="checkbox"/> NO <input type="checkbox"/>		BATHS: BEDROOMS:
PLANS SUBMITTED BY:			PHONE:
ADDRESS:			ZIP CODE:
PROPERTY OWNER:			
ARCHITECT:			PHONE:
ADDRESS:			ZIP CODE
CONTACT PERSON:			PHONE:

OTHER INFORMATION: \_\_\_\_\_

NUMBER OF PLANS: \_\_\_\_\_ NUMBER OF SPECS: \_\_\_\_\_ WATER METER SIZE: \_\_\_\_\_

TYPE OF CONSTRUCTION: ☐ Commercial ☐ Residential  
☐ New Construction ☐ Remodel ☐ Storage ☐ Demolish ☐ Addition ☐ Lease Space

SITE/PLOT PLAN INDICATES:  
☐ Utilities ☐ Parking ☐ Fire Hyd ☐ Drainage ☐ Easements/ROW ☐ Landscaping

CONSTRUCTION PLANS INDICATE:  
☐ Floor Plan ☐ Elevations ☐ Wall Sections ☐ Foundation/Framing Plan ☐ Plumbing ☐ Electrical ☐ HVAC

## FOR OFFICE USE ONLY

DEPARTMENT	DATE REVIEWED	APPROVED	COMMENTS
BUILDING			
ZONING			
ENGINEERING			
WATER AND SEWERAGE			
FIRE PREVENTION			
PLUMBING			
HVAC			
ELECTRICAL			
OTHER			

APPLICANT NOTIFIED BY: \_\_\_\_\_ PHONE ☐ LETTER ☐ DATE: \_\_\_\_\_